

Project Archive

Having access to complete and accurate records at the end of a project is critical to managing your exposure to risk. Email records are not up to the task, and hard copy archives are more about printing, filing and storage than they are about finding what you need when you need it.

A solution where all project information and communication is securely and permanently captured, instantly retrievable and fully searchable can help address these challenges. And getting it right can help manage risk by avoiding, or more quickly resolving, claims and disputes, and by supporting quality assurance requirements.

Complete and searchable project archives with Aconex

Available with a choice of offline or online delivery, an Aconex Project Archive provides a secure, central record of all captured project information and communication.

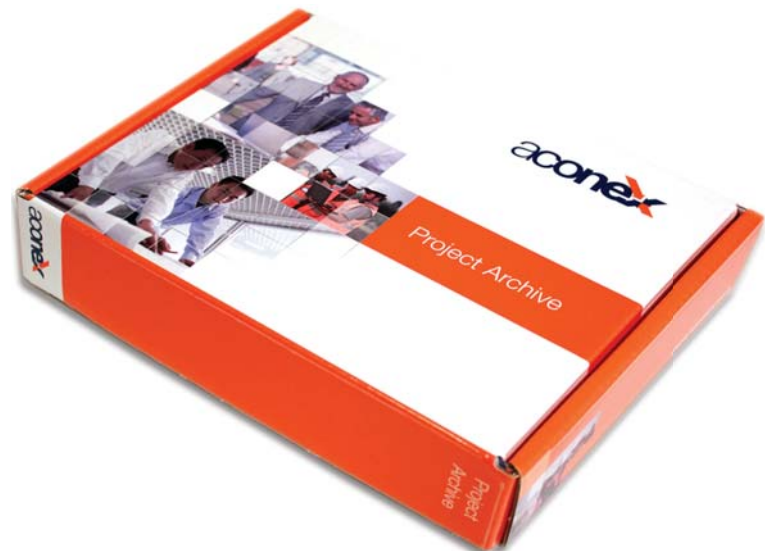
Benefit from:

Improved control & compliance

- › Meet quality assurance requirements
- › Enjoy high levels of information security
- › Reduce the risk of information loss

Increased speed & efficiency

- › Find and retrieve information instantly
- › Save on physical storage and archive administration costs
- › Reduce your environmental impact by eliminating paper waste.



Your choice of offline (shown) or online delivery

Powerful features make project archiving easy

Online archive

A premium solution providing access to all of your organization's project information held on the Aconex collaboration platform.

- › Full Aconex features for storage, search and retrieval
- › High levels of data security and redundancy
- › Information accessible anywhere, anytime over the internet through a secure login
- › Multiple staff members may be authorized to access archived data
- › Access is available in multiples of seven years or for an agreed term.



Offline archive

An ideal solution for storing project archives on premises.

- › Delivered on memory stick or hard drive
- › Browser-based user interface has a similar look-and-feel to the Aconex online platform
- › Export search results metadata to Excel
- › Contains both project mail and documents
- › Create an archive for any specified date range or for the full duration of the project
- › Navigate between multiple archived projects from the same interface.

Documents

| File | Document No. | Title | Revision | Status | Created By | Date Modified | Revision Date | Type | File Size | Date Approved | As-Built Required | Attribute 1 |
|------------|-------------------|-------------------------------------|----------|------------------|-----------------------------|---------------|---------------|----------------|-----------|---------------|-------------------|-----------------------------|
| Open File | 81 | Relief Control Layout | A | For Approval | Apex Mechanical | 30/09/2010 | 20/09/2010 | Drawing | 145.6 KB | No | No | North PE |
| Event Log | 82 | PE Control Layout | A | For Approval | Apex Mechanical | 24/09/2010 | 18/09/2010 | Drawing | 144.6 KB | No | No | North PE |
| Properties | 83 | Secondary PE Control Layout | A | Approved | Apex Mechanical | 15/10/2010 | 11/10/2010 | Drawing | 73.2 KB | No | No | North PE |
| ▼ | C081-ASP-AND-021 | Compress Drawing 1 | B | For Construction | Gere Group of Companies | 21/10/2010 | 19/10/2010 | Drawing | 68.1 KB | No | No | Compressor Site, Facilities |
| ▼ | C081-ASP-AND-137 | Compress Drawing 2 | D | For Construction | Gere Group of Companies | 21/10/2010 | 19/10/2010 | Drawing | 144.7 KB | No | No | Compressor Site, Facilities |
| ▼ | C081-ASP-AND-278 | Compress Drawing 2 | C | For Construction | Gere Group of Companies | 21/10/2010 | 19/10/2010 | Drawing | 102.2 KB | No | No | Compressor Site, Facilities |
| ▼ | C081-OSP-M-381-01 | Compressor Station Diagram - Item 1 | A | Approved | Gere Group of Companies | 04/10/2010 | 04/10/2010 | Specifications | 16.2 KB | No | No | Compressor Site |
| ▼ | C081-OSP-M-381-02 | Compressor Station Diagram - Item 2 | A | Approved | Gere Group of Companies | 05/10/2010 | 05/10/2010 | Specifications | 43.4 KB | No | No | Compressor Site |
| ▼ | C081-OSP-M-381-03 | Compressor Station Diagram - Item 3 | A | Approved | Gere Group of Companies | 04/10/2010 | 04/10/2010 | Specifications | 17.6 KB | No | No | Compressor Site |
| ▼ | C081-OSP-M-381-04 | Compressor Station Diagram - Item 4 | A | Approved | Gere Group of Companies | 04/10/2010 | 04/10/2010 | Specifications | 3.4 KB | No | No | Compressor Site |
| ▼ | FC-881-AND-021 | Light Box Details | D | For Approval | Rand Construction (Pty) Ltd | 04/10/2010 | 29/09/2010 | Drawing | 144.7 KB | No | No | Facilities |
| ▼ | FC-881-AND-278 | Floor 1 Layout | B | For Checking | Rand Construction (Pty) Ltd | 10/10/2010 | 04/10/2010 | Drawing | 102.2 KB | No | No | Process Plant |

Project mail

- › Full project mail search capability, just like the online platform (excluding drafts)
- › Browse the full thread of any mail
- › Download mail attachments
- › Print individual mail items

Documents

- › Full document search capability just like the online platform (for registered documents)
- › Complete metadata set for every document
- › Complete version history of every document
- › Download or open all documents
- › View event logs in full, flattened TIFF versions for documents containing mark-ups (in addition to the original files)

Aconex means fast implementation and included global support. Our neutral platform drives unmatched levels of adoption on projects. Contact us to find out how easy it is to manage your project archive with Aconex.

aconex.com

Project success. Easy as

